



TAUNTON MUNICIPAL AIRPORT

COMMISSION

MINUTES OF MEETING

May 25, 2016

Commissioners:

Fred Terra, Chairman
Bob Adams Vice-Chairman
William Manganiello
Jim Madigan
Burton Schriber
Charles Malo
Jan Boboruzian

Airport Manager:

Dan Raposa

Treasurer:

Joe Lawlor

Recording Secretary:

Ted Porada

Airport Ground Services

Ted Porada

Airport Solutions Group

Rich Lasdin

Meeting called to order at 7:00 p.m. by Commission Chairman Fred Terra.

Roll Call of Commission: Bob Adams-Present
Jan Boboruzian-Present
Fred Terra-Present
Jim Madigan-Present

Bill Manganiello-Present
Charlie Malo-Present
Burt Schriber-Present

Engineers Report

Rich Lasdin with Airport Solutions Group - The Master Plan project is completed and the SOPPs are waiting for any minor comments. Taxi-way Bravo has been completed. We had a walk through with ASG, the airport and the contractor on May 13th for a final inspection. The contractor has received a final inspection punch list from us. The last thing to be received are aerial photographs. The contractor has asked for a time extension and he still has not submitted documentation to us to justify a time extension, so we are still working with him to support the time extension request.

FRED: What was he over by?

Rich: He was over by eleven days. He has submitted justification that we feel we can justify seven of those days. So he is four days in arrears.

FRED: OK

Rich: So we are working with him to close out the project, it needs to close this fiscal year. We have submitted the grant application for the wildlife hazard management plan and once the grant is approved we will get started on that project. Miscellaneous projects we are working on: the building team, the terminal building team and we have been out on the site. We have had a couple of meetings, we have assisted you with developing an OMP services contract and we all attended a meeting at MASS-DOT two weeks ago. MASS-DOT indicated that construction would be delayed for a year. That is the last we have heard on the status of construction.

FRED: Any questions from the Commission?

Charlie: That was on the administration building?

FRED: Yes, Any further questions for the engineer? Thank you Rich.

Secretary's Report

FRED: Secretary's Report as presented. Do I have a motion to accept the secretary's report as presented?

Jim M. I make a motion to accept the secretary's report as presented.

Charlie M: Second

FRED: Any discussion? All in Favor? Yes! Opposed? No. Unanimous.

Treasurer's Report

FRED: Treasurer's report, Joe.

Joe L: Income for the month \$ 18,556.16

Expenses \$ 10,953.08 Positive Cash Flow of \$ 7,603.08

Account Balances 25 General Account \$ 143,486.23

22 Grants Account \$ 268.05

City payroll Account \$ 1,266.30

FRED: Joe, will they be transferring over next month, the beginning of July?

Joe: Yes the fiscal year starts the 1st of July

Fred: Yes so they will transfer money to that account?

Joe: Exactly, \$10,000 for the city payroll.

FRED: Any questions of the Treasurer?

Jim M: Make a motion to accept the TR report.

Burt S: Second

FRED: Any discussion? All in Favor? Yes! Opposed? No! Unanimous So Voted.

FRED: Airport Managers Report, Dan.

Airport Managers Report

Dan Raposa Thank you. In front of you, you should have the current fuel survey. Our latest fuel price is up \$.20. We are right about in the middle of those airports near our airport. We are working well. We have had a couple of decent days and as long as the weather is holding I do not see any problem with the way the fuel has been.

Fuel survey was taken over the weekend.

Current fuel price is \$4.85 Cash, \$5.00 for house accounts, credit cards and checks.

FRED: Have people from Mansfield been coming over?

Dan: We have been getting outside activity from Mansfield so you will notice that there are extra sales since the FBO closed in Mansfield

Airside inspections are on going. Tie-downs, lights and fuel farm. I want to report that everything is working fine. The fuel farm is working quite well and so far so good.

On 5\12 I met with F&M Architects and MASS-DOT in Boston to review the new administration building. Janna Kaus conducted the meeting as well as being very diverse and we talked about a lot of things that were available about making the building work. Nothing is finalized because we are not yet at that stage. On May 13th, we met with Walsh Construction on Taxiway Bravo. My thoughts on that were that the project took a while to complete. I think it has been a good project. I did not have any problems working with the contractor per say day to day. Everything that was supposed to be done was done by Walsh Construction. Everything that was to be done by the MBTA from the cameras to the gates and security has been completed. It has been tested and it has been working quite well.

Sligo Construction, have been hired by the National Weather Service to refurbish the ASOS.

Also last Saturday Bill Mahar was here to dig more test bores, the Board of Health was also here. I understand we have gotten some favorable results. It is not everywhere on the airport that perks.

FRED: Does the commission have any questions of the manager?

Charlie M: Is that near where we were?

Dan: Yes, they had to go further out. The first two spots didn't pass so they went further out.

Charlie M: But they did get it, they got it?

Dan: They are encouraged.

Charlie M: First hole was great but I couldn't get a confirmation, then we went out a little further but we did not want to dig more holes. I knew it was the first one good.

(Further discussion on the area ensued)

FRED: Any other questions of the Airport Manager? None! Thank you, Dan.

Old Business:

FRED: Under old business we are still working with the Engineers on the tree and brush clearing.

Rich: We are working with Dan, the airport manager, as requested.

FRED: Jan on the SOPPs.

Jan: I got them last week at the MAMA on the Hill Day in Boston. They were delivered by Bob Mallard. They are the revised SOPPs. I am going to send a Pdf copy to all the members of the committee, Chris and the team. Chris is on vacation and is coming back tomorrow.

FRED: Basically are they are everything we agreed to?

Jan: Correct, They are all agreed to by the subcommittee. I would like to submit them to you for submission to MASS-DOT for final review and then have them sent back to us for formal approval.

Bill are we making a motion? I will make that motion.

FRED: Do I hear a second?

Jim M: I will second.

FRED: Any discussion? All in Favor? Yes! Opposed? None! So voted.

Dan, could you give us any more input on the self serve fuel. I know we were up to MASS-Dot last week.

Dan R: World Fuel Tech has offered us a \$12,500 donation toward the installation of the fuel system. I assume it will come off a fuel load of gas. We have no contract with our fuel supplier but we have been more than happy with WFT, Phillips 66 since we dropped the other fuel supplier years ago. We have had a long and harmonious relationship with them so I would not have any problems entering into a contract with them for any amount of time that we might need to. The second thing is we have looked at having a self serve system installed. I contacted Had Fuller, the fuel supplier, he contacted a company in New Hampshire. As previously noted the bid we received had some open ended items that we were not really comfortable with. We need to know what the bottom line cost is. I also contacted an airport in Maine. The airport manager gave me a contact of a supplier in Colorado. I contacted the supplier (Gas Boy) who was very gracious and supplied me information.

FRED: Excuse me, a supplier of the unit not the fuel.

Dan: Yes a supplier of the unit that would be available to us to have self fuel. He is looking in to what we might need to do and what we might have to pick up as an expense. In the meantime we are having a discussion with our engineer, ASG. We will submit an ASMP grant request to MASS-DOT who will hopefully pay up to 80% of the project. As for a bottom line figure I don't have it yet. I think we are in a better position today then we might have been a month ago or two months ago.

Rich: I spoke with Tom Mahoney at MassDOT and we can submit an ASMP grant, but it will be for 2017.

Dan: For next year.

Rich: Correct, also we chatted about this earlier in the meeting. We will get together and find out what we need to do to get this done. I know you said you got a quote from

a vendor who was essentially installing the machine but will not do any site work and not do any electrical so we need to sit down and develop whatever we need so when we put together our grant for the state we have a complete package.

Dan: Exactly, thank you

FRED: When we were up in Boston for the terminal building, Tom Mahoney was part of the group, we were talking with and after we finished talking about the terminal new administration building we spoke on the fuel farm and Tom Mahoney agreed they would do an 80-20 on that.

Dan: We can apply for it, hopefully we will get it, but it doesn't mean we will get it.

FRED: We still have to go through the process. It was one of those things, yes you can submit it and it looks good, they can tell you whether or not you have a chance or have no chance at all.

FRED: It looks really good, it looks really good that it is going to cost the airport a minimal amount of money and we may get money on both ends. The other thing on old business that I want to mention is June 5th. The Taunton Airport Association is having their annual cookout at the airport and they did secure the insurance policy so it will be covered under the TAA and they took it out for a full year rather than just one event so any other event they want to put on at the airport will be covered once they get approval of the commission.

Charles M: Cost just about the same. It didn't make sense to cover one event.

FRED: Yes, for what it cost for two events you get coverage for a year.

I know for some reason I have seen it before. Bill has requested that the Taunton Airport Commission and the City of Taunton be named on the policy as additional insured and because it was written this way there was an additional cost. It's because of the policy, we went back and forth on it but there was an additional cost. Both the Airport Commission and the Airport are named on it. Does anybody have any other old business?

NewBusiness:

Bill: Our usual May to look into extended fuel hours for May, June and July as we have done in the past, basically 5pm to 8pm.

FRED: Is that a motion?

Bill: Yes

Charles: I would like to make a motion to start right after Memorial Day.

Jan: Second

FRED: Any discussion?

Bill: Forgot August.

Jan: Let's go month by month and see how it goes.

Dan: Do you want to go month by month?

Jan: We will watch it and by August we kind of know.

Burt: What we did last time was we went month by month, looked at it and said ok.

FRED: May I have a motion to review it every month or on a monthly basis?

Dan: I have not worked on getting it manned yet. I will offer that out and get it started.

You are going to give me the authorization to start it Thursday, Friday and Saturday prior to coming back to another meeting?

Bill: As soon as you can.

Dan: 5 pm to 8 pm because we have long sun.

FRED: This is on short notice. If you can't get somebody in the beginning and it is a week or two that's fine.

Ok, we have a motion and a second any more discussion? All in favor? Yes! All Opposed? None! Unanimous! So approved. Any other new business?

PUBLIC INPUT

Charlie Pickett with the Wood Hangar Association.

FRED: Can you give your address

Charlie: Rehoboth

Fred: Street address

CP: Reynolds Ave.

FRED: Go ahead

CP: I would like to get an update on the leases for the Wood Hangar Association.

FRED: All leases were in the City Solicitor's hand and he was reviewing them Charlie. We should be getting them back from the City Solicitor after he reviews them. Then we proceed further, but they are in the City Solicitor's hands.

CP: Any idea when they will be coming back?

FRED; No, we gave them when Dan.....

Dan: It is part of the SOPP procedure, the City Solicitor reviews the leases and we have received some information back from him that will be incorporated into the lease, it is a matter of language format being inserted into all the leases going forward from now on.

FRED: We are in the process of putting everything together Charlie. Hopefully by the end of June we should have everything put together but I can't give you a specific timeline because we are still working on it.

CP: So are you saying that the leases we received and approved are going to be changed without approval.

Dan: No. They are going to be changed and resubmitted for signatures with the changes that are approved on the standard leases for the Airport Commission.

FRED: There will be some format and language changes from the Solicitor's office.

Dan: It doesn't amount to any changes per say for day to day operations. Mainly in the language.

FRED: Just in the language.

CP: No changes in terms or conditions? Just clarification?

FRED: Every time you submit it you are going to get dates changed, this is changed you know, basically it is just language change. Jerry?

Jerry Field 49 Faye Ave., Middleboro for the Wood Hangar Association. Just for clarification we have one of these units coming up for sale and of course to sell it without a lease it is difficult. The purchaser wants to see a lease. Without a lease there it interferes with the sale. So whatever you could do to push this thing would be greatly appreciated.

FRED: Jerry we want to get it done as soon as possible. I know the last time you signed a lease it was in December of that year - Twenty years ago.

Dan: Yes, it was negotiated March 1st and signed in some cases in September, some in December of that year or whatever it was. You have a bill of sale, the lease is in effect, there is not a problem.

JF: So if we have a bill of sale we could have a conversation about a lease in progress. Is the lease going to be dated when it is signed or backdated?

Dan: March first.

FRED: It will go back to March first like the original.

JF: Thanks a lot.

CP: Correct me Fred, but all of the old lease is in effect until the new lease is signed.

Dan: Not sure about that, tenant at will. We don't have a problem. There are no issues here as far as we are concerned.

CP: As far as the airport, you would want a lease in effect for liability.

FRED: Any other public input?

Jim M: I make a motion to adjourn!

Fred: Do I have a second?

BobA: Second

FRED: All in favor?

FRED: So voted. Unanimous!

Next meeting **June 29, 2016** at 7:00 p.m. in the Temporary City Hall
141 Oak Street
Taunton, MA 02780

Individuals with disabilities, who require assistance or special arrangements to attend, please contact the Airport Manager at 508-821-2973. We request that you provide a 48 hour notice so that the proper arrangements may be made.